



County of San Diego

GARY W. ERBECK
DIRECTOR

DEPARTMENT OF ENVIRONMENTAL HEALTH
P.O. BOX 129261, SAN DIEGO, CA 92112-9261
(619) 338-2222 FAX (619) 237-8447
1-800-253-9933

OFFICE USE ONLY
File # _____
Request# _____
No Records _____

RICHARD HASS
ASSISTANT DIRECTOR

REQUEST TO REVIEW DEPARTMENT OF ENVIRONMENTAL HEALTH (DEH) RECORDS

Requestor Name: _____
Phone: (____) _____ FAX: (____) _____
Company Name: _____
Mailing Address: _____
(You may attach a business card/overprint with business card if preferred.)

A request is hereby made to review DEH records. You may also access information from the DEH website at www.sdcountry.ca.gov/deh/. A separate form must be completed for each address. Fax your completed form to File Review at (619-237-8447) or mail your request to address above Attn: File Review. The following information is required so that our files may be accurately searched:

_____ or _____
Exact Address (Street, City and Zip Code) Assessor's Parcel Number

Optional information (Establishment Permit Number, business name, etc.)

To help us identify all the records you wish to review, please indicate the purpose of your search and if you know the program file you want to review, please check below:

- | | |
|--|--|
| <input type="checkbox"/> Environmental Assessment Phase I/II | <input type="checkbox"/> Site Assessment and Mitigation Release(s) |
| <input type="checkbox"/> Purchasing/Selling Property | <input type="checkbox"/> SAM Closure Letter/Report |
| <input type="checkbox"/> Hazardous Materials Permit & Underground Storage Tank Files | <input type="checkbox"/> Other |

OFFICE USE ONLY BELOW THIS LINE

Inactive File # _____	Iron Mtn # _____	# _____	# _____	# _____
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Files reviewed by: _____ of _____ Date: _____

Files copied for: _____ of _____ Date: _____

Request cancelled by: _____ Date: _____

Photocopies _____ Cost _____ Picked up/mailed on _____ By _____

DEH complies fully with the California Public Records Act and the Federal Freedom of Information Act. Every properly completed request will be processed in the order it is received. After the files you have requested are retrieved from storage, an appointment will be scheduled so that you may review DEH records. Photocopies of file items may be requested. A fee of \$.15 per page is charged to cover cost of copies.

A search for DEH records checked above has been conducted and NO RECORDS for the address you requested were found.

Signature

Title

Date